# REDFEATHER HELIBASE OPERATIONS PLAN ARAPAHO/ROOSEVELT NATIONAL FORESTS



Prepared by	:	
1 2	MARK S. NELSON, Fire Management Specialist	Date
Reviewed b	y: STEPHEN R. DAVIS, Helicopter Manager	Date
Reviewed b	y:	Date
Reviewed b	y: ELLEN VOLLMER-HODGES, District Ranger	Date
Approved b	y: JAMES S. BEDWELL, Forest Supervisor	Date

# TABLE OF CONTENTS

Introduction	Page 2
Organization	Page
Base Description	Page
Flight Hazards	Page
Radio Communications	Page
Phones	Page
Pre-Flight	Page
Dispatch Procedures	Page
In-Flight Procedures	Page
Personal Protective Equipment	Page
Loading/Unloading	Page
Helibase Equipment	Page
Emergency Procedures	Page
Accident Preparation Checklist	Page
Fueling Operations	Page
Hazardous Materials Hazardous Materials – Spills	Page Page
Standard Policies Arriving at the Helibase in the Morning Project Work Arriving at the Incident Leaving Helibase at end of Shift	Page Page Page Page Page
Base Security	Page

Exhibit 1 – Helibase Flight Pattern/Helibase Layout

Exhibit 2 – Initial Attack Aircraft Communication Zones

Exhibit 3 – Repeater Map

Exhibit 4 – Aerial View

Exhibit 5 – Helitack Incident Form

Appendix A – Communications Plan

Appendix A Aviation Incident/Accident Response Guide

Appendix B Air Hazard Map

Appendix C Helicache Inventory

## **INTRODUCTION**

This Operations Plan is a supplement to the Forest Aviation Plan and established Forest Service Manuals and Handbooks. This operating plan will be reviewed and updated annually prior to the start of each operational season.

The purpose of this plan is to establish standard operating procedures regarding personnel, equipment, aircraft operations, supplies, and safety during helicopter operations at the Redfeather Helibase.

All helicopter operations at the base and/or while in the field will be conducted in accordance with the Interagency Helicopter Operations Guide, and Forest Service Manual 5700 Aviation Management. The pilot will make the final decision as to the use of the helicopter in <u>ALL</u> operations. <u>NEVER</u> pressure a pilot to do something they may be uncomfortable doing.

#### **ORGANIZATION**

The Helicopter Manager or Assistant will be responsible for all helitack and helibase operations when the helicopter and/or crew are present on the base. The manager will coordinate all operations with the Forest Fire Management Officer/Forest Aviation Officer and Fort Collins Interagency Dispatch Center.

Contract or Call-When-Needed helicopters will be supervised by the forest aviation officer, or acting, when based at the Redfeather Helibase. The Forest Aviation Officer will have responsibilities for Helitack crew and Helibase supervision, contracting, helibase maintenance, and overall program management.

Project work (fire and non-fire) and housing facilities will be coordinated and managed by the North Roosevelt Fire Management Officer.

# **BASE DESCRIPTION** See Attached maps.

The helibase is located at the U.S. Forest Service, Redfeather Work Center, Redfeather Lakes, Co. There is a 20' X 20' concrete landing pad capable of handling one type II helicopter. The helibase is only capable of handling one helicopter. The pad is an out-of-ground effect landing site. The pad sets on a man-made knoll which drops off steeply on three sides. The perimeter is defined with a buck and pole fence on the northwest side and a post and pole fence around the rest of the area. The entire fence is signed with the proper "Caution – Helibase" signs. The gate is to be kept closed and/or locked at all times while the helicopter is at the base. The Helibase is serviced by a dirt road which enters from the Work Center. Only fuel trucks or other authorized vehicles essential to operations will be allowed to drive past the helibase gate. All other vehicles will be parked in the upper main parking area.

A 5' X 12' helicache for equipment storage is located approximately 100 feet North of the landing pad (See appendix "C" for inventory). There is a helicopter support kit and a crash rescue kit inside the helicache. Windsocks are located at two locations. A windsock indicating upper air winds is located on the hill north of the pad. A second windsock is mounted on the helicache, and serves to indicate wind at the landing pad. Winds are mostly out of the west, so most approaches and departures can be made into the west. Field operations may be supplemented by a support vehicle. Due to the proximity of West Lake, a rescue boat is positioned near the helibase. This boat will be accessable at all times and well maintained. A small camper trailer, parked just inside the fenced area on the west end, may serve as a helibase office. This office will have a desk (table), map display case, base radio and telephone access, copy of the Forest Aviation Plan, Redfeather Helibase Operations Plan, Crash, Search and Rescue Plan, Flight Hazard map, and all associated forms, paperwork, and reference materials. This area will be well organized and maintained.

The location descriptions for the Helibase are:

Legal Description: Township 10N, Range 73W, Northwest/Northwest Section 34

Latitude 40 degrees 47.5 minutes/Longitude 105 degrees 33.7 minutes

VOR Coordinates: LAR: 327 Degrees/34 Nautical Miles

GLL: 278 Degrees/49 Nautical Miles CYS: 222 Degrees/44 Nautical Miles BJC: 327 Degrees/57 Nautical Miles

Elevation: 8,240 feet M.S.L.

Military Training Route: IR-416 .8 miles at 25 Degrees Magnetic.

During helicopter operations, unauthorized personnel will stay behind posted area. Only helitack or other authorized personnel may enter the helicopter landing area. Passengers will be escorted to and from the helicopter by helitack personnel. All personnel will use extreme caution when approaching or departing the helicopter landing area. Unless otherwise directed, all personnel will use the designated foot travel route when approaching or departing the helicopter landing area. Keep landing areas clear of loose equipment and debris.

# **FLIGHT HAZARDS** See "Flight Hazard Map"

#### Known helibase hazards are:

- 1. The hill located adjacent to the helipad physically prohibits flight approach and departure to the north.
- 2. The wind sock tower located on the hill extends approximately 10-15 feet above tree top level.
- 3. Helicopters departing the pad lose ground effect immediately after lift-off.
- 4. West Lake, which is adjacent to the heliport, is a potential hazard if the aircraft had a mechanical problem during take-off or landing. The designated approach and departure flight path (Exhibit 1) will be used at all times, when possible.
- 5. West Lake and West Lake Campground attract a large number of recreationists to the vicinity of the helibase and its flight paths.
- 6. Crystal Lakes airport (private) located four miles northwest could present potential air traffic conflict.
- 7. A Military Training Route (MTR) is located .8 miles at 25 degrees magnetic.
- 8. The maximum EXPECTED density altitude at the base is 12,500 feet.

For Temporary Flight Restrictions (FAR 91.137) contact Fort Collins Dispatch Center they will initiate the TFR for the area of operations.

INSERT MAPS: AERIAL VIEW PHOTO

HELIBASE DIAGRAM AND FLIGHT PATHS

PANORAMIC PHOTO

# **RADIO COMMUNICATIONS** (See "Communications Plan")

There is a base station radio at the Redfeather Work Center that is not staffed, except as needed. The call sign is REDFEATHER WORK CENTER (KAC-???). The frequencies that will be monitored are Roosevelt net, Air Net, Air Guard, Air-Ground Tactical and Arapaho/Roosevelt

local flight follow. At this time the only radio communications the helibase has is a handheld and/or mobile radio. See page 3, Base Description, as to what the helibase will have.

Flight following will be conducted through Fort Collins Dispatch Center. Dispatch will be advised prior to any flights. Dispatch will be contacted by radio before take off then 5 minutes after take off, then every 15 minutes during operations. Dispatch will be notified 5 minutes prior to landing and again upon landing in compliance with the "sterile cockpit" procedures.

The frequencies that dispatch monitors are: (See "Communication Plan/Map")

ROOSEVELT DIRECT	169.175/169.175
ROOSEVELT REPEAT	169.175/169.975 DEADMAN TONE: 110.9
ARAPAHO DIRECT	169.875/169.875
ARAPAHO REPEAT	169.875/170.475 TONES (See below)
FLIGHT FOLLOWING	168.650
AIR GUARD	168.625
AIR-GROUND TACTICAL	172.325
LARIMER FIRE NET	154.385
LOCAL FLIGHT FOLLOW	172.275

Localized Flight Following may be established by ground forces on a incident or project, once positive communications has been established by ground personal with Fort Collins Dispatch Center and cleared with dispatch. When operations are completed flight following will be resumed by Fort Collins Dispatch Center.

If for any reason communications cannot be maintained for flight following, the flight will be terminated by landing at the nearest safe location where communications can be re-established by radio or by telephone. Contact Fort Collins Dispatch by radio or by phone and advise them of your situation AS SOON AS POSSIBLE.

For flights that require a loss of line-of-sight with Buckhorn Mountain (where the Forest base station radios are located) several repeaters are available. Please refer to the "Repeater Map" for the location of these repeater sites.

	RX	TX	TX tone
ROOSEVELT NET			
Deadman	169.175	169.975	110.9
Buckhorn	169.175	169.975	123.0
Twin Sisters	169.175	169.975	136.5
Thordin	169.175	169.975	138.7
ARAPAHO NET			
Squaw Mountain	169.875	170.475	110.9
Mines Peak	169.875	170.475	123.0

S. Cottonwood	169.875	170.475	136.5
Blue Ridge	169.875	170.475	138.7

The following aircraft frequencies will be used if neccessary:

Natural Resources Multi-Com	122.925
Air-Air	132.425
Air-Ground	172.325
Helibase	123.075

# **PHONES** See Helibase Directory

Fort Collins Dispatch Center 970-498-1348 Redfeather Workcenter: 970-881-2937

## **PREFLIGHT**

Preflight inspection will be performed by the pilot at the beginning of each day and signed off in the aircraft log book. A load calculation will be completed prior to the start of **ANY** flight operations. A new load calculation will be completed whenever the destination altitude changes plus or minus 1000 feet or the temperature increases or decreases by 5 degrees C.

A preflight briefing will be given to the pilot and personel on known hazards, and mission objectives.

A complete manifest (names and weights) will be completed prior to each flight.

All equipment will be weighed, manifested and checked for proper packaging, loading, and security.

## **DISPATCH PROCEDURES**

Fort Collins Interagency Dispatch Center is the source of resource orders or flight requests. ALL requests MUST be coordinated through the Dispatch Center. Initial Attack of local fires will be outlined in the forests Pre-Dispatch Response Plan. This plan will be posted at the helibase office and adjusted on a daily basis. When a request for air resources is made when not identified in the Pre-Dispatch plan a hazard/risk assessment will be done by the dispatch center. This will be done to prevent unwarranted exposure to the pilot and crew. Once an inital attack dispatch is received, the take off time for the helicopter will be 10 minutes. When requested, the chase and fuel trucks will depart within 30 minutes.

For off Forest dispatches the time frame will be 30 minutes for the helicopter and up to one hour for the vehicles. For off forest dispatches obtain a Resource Order for the incident and make four copies: one for the helicopter, the helicopter manager, the chase truck, and the fuel truck.

- 1. Notify crew, pilot and fuel truck driver.
- 2. Obtain legal description with Latitude and Longitude from Fort Collins Dispatch Center.
- 3. Dispatch will plot an azimuth heading to the incident.
- 4. Review flight hazard map for all hazards:
  - a. Radio towers
  - b. Power lines
  - c. Airports
  - d. Military aircraft routes
  - e. Restricted areas

- 5. Upon departure, notify Fort Collins Dispatch Center
  - a. You are airborne
  - b. Number of persons on board
  - c. ETA to incident
  - d. Fuel Duration on board

# **IN-FLIGHT PROCEDURES**

- 1. Flight follow with Fort Collins Dispatch Center at a minimum of every 15 minutes. District offices may be used if you cannot contact the Dispatch Center.
- 2. Know your location at all times. Give geographic reference and use the GPS, giving at least the Latitude, Longitude and Heading.
- 3. All crew members will look for hazards such as other aircraft, large birds, radio towers, power lines, during take off, while in flight and during landings.
- 4. Remember not all aircraft will have radio communications with the helicopter.
- 5. Report any additional fires to Fort Collins Dispatch Center that you may see while enroute to an assignment. Continue on to the assignment you were dispatched to unless re-directed. Fort Collins Dispatch will coordinate all resource assignments.
- 6. There is no smoking. Passengers should watch for other aircraft or flight hazards. All internal equipment, maps, and papers must be secure. Care must be taken to not obstruct the pilots vision or movement.

## PERSONAL PROTECTIVE EQUIPMENT

All personnel working around or flying on any helicopter will wear the following Personal Protective Equipment:

Flight helmet or hard hat(with chin strap)

Nomex clothing or flight suit

Eye protection

Hearing protection

All leather boots

Leather or Nomex gloves

#### LOADING AND UNLOADING

All personnel will be given a full safety briefing before EACH flight. Loading and unloading of personnel or equipment on any helicopter will be done with the knowledge and permission of the pilot. This will done by qualified Helitack personnel only. Seat belts will be worn by all aircraft occupants. When leaving the aircraft fasten the seat belt behind you to facilitate the next passenger and to prevent damage to the aircraft.

#### **HELIBASE EQUIPMENT**

The helibase will have the following equipment on site when the helibase is in operation:

Fire extinguisher(s) Crash Rescue Kit Helicopter Support Kit

Evacuation Kit Wind Indicator

The helibase has electricity and lights. There is running water and electricity near the pad.

There area two designated parking areas within the helibase area. These areas are reserved for the helitack chase truck (parking area #1) and the fuel truck (parking area #2) – see "Helibase Flight Pattern/Helibase Layout". All others will park outside the helibase area.

**EMERGENCY PROCEDURES** See Attached "AVIATION INCIDENT/ACCIDENT RESPONSE GUIDE"

#### OVERDUE OR MISSING AIRCRAFT

The Region 2 Aircraft Crash, Search and Rescue Plan is incorporated into this plan by reference. All helitack personnel will be familiar with the Aircraft Crash, Search and Rescue Plan, Pre-Accident Plan and associated Hazard Map. This plan is intended for use by the Dispatch Center in the event of an incident/accident. Local changes to this plan will be updated annually. These plans will be kept at Fort Collins Dispatch Center and the Redfeather Helibase.

The Crash, Search and Rescue plan will be initiated for overdue aircraft when the flight has gone 30 minutes since the last reported position. Fort Collins Dispatch is responsible for initiating this search if needed.

## **ACCIDENT PREPAREDNESS CHECKLIST**

- 1. Aviation Incident/Accident Response Guide posted and updated.
- 2. Hazard map posted and updated.
- 3. Fire extinguishers (type ABC) operational and accessile.
- 4. Emergency Medical kit available and complete.
- 5. Crash rescue kit available and complete.
- 6. Crash rescue boat operational and accessable.
- 7. Heliport fully operational:
  - a. Windsocks erected:
  - b. Support equipment available and operational;
  - c. All crash/rescue equipment available;

- d. Helibase signing complete;
- e. Heliport and equipment clean and orderly.

## **EMERGENCY LANDING**

#### ALWAYS PROVIDE FOR YOUR SAFETY FIRST IN ALL CASES!!!

In the event of an emergency landing at the Helibase that results in aircraft damage or personal injury, the following actions will be taken:

All helitack personnel, fuel truck drivers/mechanics, and pilots will be familiar with the emergency procedures of the helitack base, know where all emergency equipment is located and how to use it.

- 1. Effect rescue of trapped or injured personnel if the rescue can be done *safely*.
- 2. Notify Fort Collins Dispatch.
- 3. Notify Larimer County 911 Center.
- 4. Place Flight for Life on standby see "Aviation Incident/Accident Response Guide".
- 5. Begin fire suppression actions if required.
  - a. Procedures to follow at crash site:
    - 1. Protect <u>yourself</u> during rescue attempt at all times.
    - 2. Do not approach crash site until everything has stopped moving (ie.rotor blades).
    - 3. Put out any fires.
    - 4. Rescue survivors render first aid.
    - 5. Watch for spilled fuel, broken glass, torn metal or other hazards when approaching or working around the crash site.
    - 6. If you know how, turn off the helicopter fuel switch and the main battery switch.
    - 7. Provide for crowd control.
    - 8. If you have a camera, photograph the incident site.
    - 9. Do not disturb the wreckage anymore than necessary.
    - 10. Protect the crash site for investigation purposes.
  - b. The following steps should be taken by everyone on board the helicopter to help make the emergency landing as safe as possible and to minimize personal injury:
    - 1. Front Seat Occupants
      - A. If possible, manager or pilot should send an "emergency call" on forest net and/or air net giving helicopter number and location.
      - B. Make sure seat belts and shoulder harnesses are secure.
      - C. Sit so your back rests against the back of the seat; do not slouch.

- D. Remove eyeglasses if worn.
- E. Secure all loose items.

# 2. Rear Seat Occupants

- A. Make sure seat belts and shoulder harnesses are secure.
- B. Sit with stomach resting on legs with arms locked on shins, resting head on arms to absorb shock. When shoulder harnesses are not available.
- C. Keep intercom traffic to a minimum.
- D. Remove eyeglasses if worn.
- E. Secure all loose items.
- 3. If the emergency landing accident/incident occurs away from the Helibase, the following steps should be followed.
  - A. The steps listed previously should be followed.
  - B. If ship has landed in an unstable condition, do not leave ship until motion has stopped.
  - C. If possible, before exiting the ship remove the First Aid Kit, Fire Extinguisher, Survival Kit, and Radios. Assist personnel who are unable to move from aircraft. Activate the ELT.
  - D. Shut off battery power and the emergency fuel shut off.
  - E. Get clear of ship.
  - F. Take head count and make sure everyone is out of the aircraft.
  - G. Administer first aid.
  - H. If you are on fire, roll on the ground to put fire out.
  - I. If a radio is available, notify anyone that can be reached, preferably Fort Collins Dispatch Center. Provide information on extent of damage, injuries, location, and emergency services needed.
  - J. Remove any clothing that may be soaked with fuel.
  - K. Do not move any parts of the aircraft prior to arrival of investigating team.
  - L. Unless absolutely necessary, do not leave the crash site. If you are in radio contact with someone and you are sure emergency services are enroute to your location, stay at the crash site, at a safe distance from the wreckage.
  - M. It is very important to keep calm and to think clearly. Help will be on the way.

# **EMERGENCY WATER LANDING/CRASH**

Due to the vicinity of West Lake to the Helibase the following additional measures should be taken in the event of water landing or crash.

- 1. Notify Fort Collins Dispatch and implement the Aviation Incident/Accident Response Guide
- 2. Fort Collins Dispatch will notify Larimer County Search and Rescue and Dive Rescue.
- 3. Transport rescue boat and rescue gear to the crash vicinity and launch it. Rescue boat should have the following personnel and equipment:
  - a. Best qualified E.M.T. or first-aid trained individual available.
  - b. Best qualified helicopter individual available.
  - c. Emergency Medical Kit.
  - d. Crash recovery kit.
  - e. 20 lb. dry chemical extinguisher.

If aircraft is completely submerged, attempt to locate and mark the site.

If aircraft is on fire attempt to extinguish flames.

As soon as (if) the aircraft can be safely entered, extricate the passengers using the crash recovery kit as needed.

Stabilize victim(s). Transport to shore as soon as possible.

Transport injured parties by air or ground ambulance.

#### **FUELING OPERATIONS**

- 1. All safety procedures for refueling will be followed as stated in the Interagency Helicopter Operations Guide, Chapter XIII.
- 2. Refueling of the helicopter will be done by authorized and trained personnel ONLY (fuel truck driver/mechanic, and/or pilot).
- 3. The fuel truck will stay at least 100' from the helicopter until it is completely shut down and the rotors have stopped moving before approaching.
- 4. There will be no helicopter refueling while the helicopter engine is running. Unless the helicopter has an approved closed circuit refueling system.
- 5. All unauthorized personnel will stay back at least 100' from the refueling area when the helicopter is being refueled. The helitack crew will help keep unauthorized personnel away.
- 6. These procedures will also be followed while in the field.

## **HAZARDOUS MATERIALS**

- 1. Before hauling anything in the helicopter, be sure you know what it is. If it is classified as a hazardous material, certain guidelines need to be met before you can transport it, i.e., packaging. A complete list of hazardous materials is contained in 49 CFR 172.101, Department of Transportation.
- 2. Before hauling any hazardous materials in the helicopter, always refer to the Interagency Aviation Transport of Hazardous Materials Guide. A copy of this guide will be kept in the helicopter and chase truck for field use. A copy of this guide will also be kept at the helibase office.
- 3. The Forest Service has some specific exemptions from the Federal Aviation Regulations. All provisions of DOT exemptions must be met. A copy of the exemption will be carried on the helicopter at all times. A copy can also be found in the helitack office.
- 4. If there is any doubt as to whether your cargo can be hauled or not, don't haul it until you find out for sure.
- 5. Remember, the pilot will make the final decision on whether or not they want to haul your cargo. THERE MUST BE A LETTER OF NOTIFICATION OR AUTHORIZATION WITH PILOT'S SIGNATURE WITH TYPE OF HAZARDOUS MATERIAL, AMOUNT AND LOCATION.

# **HAZARDOUS MATERIAL SPILLS**

Spills of 5 gallons or more must be reported. All actions taken will limit personal exposure.

- 1. Contain spill if possible with dikes or holes.
- 2. Use spill sheets for liquid spills.
- 3. Notify Redfeather Lakes Fire Department.
- 4. Notify Larimer County Health Department.
- 5. Notify Canyon Lakes Ranger District Office.
- 6. Notify Fort Collins Dispatch Center.

## **STANDARD POLICIES**

- All aircraft and pilots must be certified by F.S. or O.A.S. inspectors.
- Pilots must adhere to the flight and duty limitation and follow F.A.A. regulations. FAR 135.

- Power checks will be performed every Ten hours of flight time on Fire missions and at the beginning of each day for Project work. The results will be documented on Turbine Power Trend Chart FS 5700-23.
- Flights below 500 feet A.G.L. will be avoided when possible. Avoid flying over populated areas when possible.
- A 20 minute fuel reserve will be maintained on all flights. Per FAR 135.209
- Wind speeds over 30 knots (26mph) or gust spreads of 15 knots (13mph) for type 3 helicopters and 40 knots (34mph) or gust spreads of 15 knots (13mph) for type 1 and 2 helicopters. Operations will be stopped.
- Only authorized government personnel and other personnel essential to the mission will ride on government aircraft.
- Load calculations will be completed prior to flight activity and will be updated as needed.
- Manifests (including names and weights) will be completed prior to all flights.
- All helicopter landings will be made with landing gear solidly on the ground. No toe in or one skid landings are permitted.
- All accidents and incidents will be reported on FS 5700-14 or OAS-34 forms (safecoms Exhibit 6), submitted to the Forest Aviation Officer who will submit the report to the Regional Aviation Officer.
- Current flight hazard maps will be posted and available for periodic review by all flight crews.
- There will be no smoking within 50 feet of aircraft or fuel trucks.
- Proper P.P.E. will be utilized in and around all aircraft.
- All aircraft will contact dispatch for takeoffs, landings, and every 15 minutes during flights.
- Pilots and flight crews will be briefed prior to any mission. Passengers will be briefed prior to every flight.
- Vertical takeoffs and landings will be avoided when possible.
- No night flights are allowed.
- All helicopter projects will be supervised by a QUALIFIED helicopter manager.
- All load calculations will be computed using the appropriate H.O.G.E. and H.I.G.E. charts.

- The first flight into a new helispot will always be considered H.O.G.E. The pilot will then make the determination if the helispot is H.O.G.E. or H.I.G.E.
- The helibase will always be staffed with qualified personnel during flight operations.
- The pilot is the aircraft commander and has the final word on aircraft safety.

## ARRIVING AT THE HELIBASE IN THE MORNING

- 1. Call Fort Collins Dispatch Center letting them know the status of the helicopter, with crew staffing, turn on radios.
- 2. Load the ship for the days mission.
- 3. Spend an hour for Physical Training, P.T. will begin at 0930 and end by 1015. All personel will be dressed for the days activities by 1030.
- 4. Do any training scheduled for the day.
- 5. Perform any duties asigned.

# PROJECT WORK

- 1. Brief the crew, pilot and fuel truck driver on the project objectives.
- 2. Prepare and give a tailgate safety session, either at the base or at the site of the project. Fill out the tail gate safety form before the start of the project.
- 3. Inspect all special equipment to be used (long lines, remote hook, lead lines, swivels, nets, etc.) and ensure it is in safe working condition. All safety equipment shall be used.
- 4. Make sure crew and helicopter are ready at all times for dispatch.

# ARRIVING AT THE INCIDENT

- 1. Notify Fort Collins Dispatch Center you have arrived.
- 2. Stay a safe distance above ground (at least 500') and do a high level recon.
- 3. Complete the Helitack Incident Form and pass information on to Fort Collins Dispatch.

- a. Time arrived
- b. Legal location (Latitude/Longitude)
- c. Fire size
- d. Fuel type
- e. Flame length
- f. Smoke color
- g. Direction of fire spread
- h. Any structures
- i. Private land, National Forest land or agency
- i. Access to fire
- k. Resources needed
- 4. Make quick initial attack plan and discuss with the crew and pilot. Also let the Dispatch Center know what your plans are.
- 5. When making final approach, all on board will watch for any hazards and report them to the pilot.
- 6. Keep the Dispatch Center updated on the Incident.
- 7. Remain at the incident until released. You may only be released by the Incident Commander or Fort Collins Dispatch Center.
- 8. If you are leaving part of your crew at an incident, be sure they have a radio.
- 9. Upon being released from an incident, complete the Helitack Incident Form and pass information on to the Dispatch Center:
  - a. Time released
  - b. Departure time
  - c. ETA back to HeliBase or project site
- 10. If no other dispatches, return back to project site or the Helibase.

# **LEAVING THE HELIBASE AT END OF SHIFT**

- 1. Call Fort Collins Dispatch Center for possible extension.
- 2. Make sure all equipment is put away and ready for the next shift.
- 3. Make sure the helitack support vehicle is retooled, fueled up, and is ready for next dispatch.
- 4. Brief pilot, crew and fuel truck driver on the next day's missions.
- 5. Helicache is picked up, organized, and locked.

- 6. Complete all paper work:
  - a. Daily diaries
  - b. 122's
  - c. Power check forms
  - d. Helitack Incident forms
  - e. Obtain management codes from the Dispatch Center for the day's incidents.
  - f. Crew time reports

## **HELIBASE SECURITY**

Due to the location of the helibase in relation to the lake, campground, and other Work Center activities, only very limited security can be maintained. It is advisable to keep the aircraft fuel tank locked at all times and be alert to any indication that the aircraft has been tampered with. The fuel truck may be parked adjacent to the Work Center shop building for additional security. Forest Service helicopter equipment will be secured each evening in the helicache, support truck, or in the office.

## TENTATIVE APPENDICIES

AVIATION INCIDENT/ACCIDENT RESPONSE GUIDE

AIRCRAFT HAZARD MAP

HELICACHE INVENTORY

HELIBASE PHONE DIRECTORY

PRE-DSP PLAN

# HELIBASE NEEDS LIST

OFFICE SET-UP MANUALS/REFERENCES PAD PAINT NYLON ROPE/YELLOW PORTABLE PUMP KIT INVENTORY

# HELITACK INCIDENT FORM

I. DISPATCH INFORMATION:	III. AREA DESCRIPTION:
Date:/	PrivateBLM
Legal1/4 Sec T R	USFS NPS
Lat Long	ACCESS:
Lift off time Hobbs	(Road numbers/names/landmarks, etc)
Set down time Hobbs  (Worktime recorded on Heliciopter Manifest)	
Final Lift Off Hobbs	
Set Down Time Hobbs	Structures Yes No
II. FIRE BEHAVIOR	Fuel Break
SIZE:	WATER SOURCE
	Stream Pond
FUEL TYPE:  Grass Needles	Lake Developments
Slash Specifiy	HELITACK PERSONS ON INCIDENT
FLAME LENGTH	
Ground	
Crowning	V. INCIDENT INFORMATION
Spotting	Name:
RATE OF SPREAD:	CAUSE: Lightning Person
Slow Moderate	MC#
Fast Extreme	DISTRICT/AGENCY
SLOPE%	REMARKS
Draw Bottom Upper Slope Lower Slope Ridge Top Mid Slope	